



**DIRECTOR OF HOMELAND SECURITY
& EMERGENCY MANAGEMENT**
CITY OF AUSTIN, TEXAS

Recruitment Services Provided By



A nighttime photograph of a city skyline. Several tall, modern skyscrapers are illuminated with warm yellow and orange lights from their windows. One prominent building on the left has blue neon lights outlining its top edges. In the foreground, a bridge with multiple arches spans across a body of water, with its lights reflecting on the surface. The sky is dark, and the overall scene is vibrant and urban.

An Extraordinary Career Opportunity

Austin, Texas offers a rare opportunity for an experienced homeland security and emergency management professional to lead the coordinated incident preparedness, management, response and recovery in a top international city and the capital of Texas.

About Austin

People in Austin enjoy the wide variety of what the city offers, including restaurants, museums, and nature trails, attending University of Texas Football tailgating parties and games, browsing local shopping meccas and vintage shops, and cheering on the Austin FC at the Q2 Stadium.

By any traditional measure, Austin is thriving. Fueled by an influx of people and businesses, Greater Austin is one of the country's fastest-growing regions. Austin is currently the 11th largest city in the U.S. and is projected to be the 3rd largest metro in the U.S. by 2100.

U.S. News & World Report releases a series of lists each year, including the highly respected 150 Best Places to Live. They consider many factors to determine the best, including quality of life, the local job market, value for money, and the place's desirability. Austin is ranked #40 in the U.S. and #1 in Texas for 2023-2024 on that list. On additional U.S. News and World Report lists, Austin's University of Texas ranked as the #1 public university in Texas, 9th best public university in the nation and 32nd among private and public universities, and 12 Austin Metro area high schools made the Best High Schools list. The highest ranked in Austin is #32, AISD's Liberal Arts and Science Academy.

Austin is ranked #2 in the hottest job market by the Wall Street Journal for 2023 and #6 in Money Geeks' 2023 Top Cities for U.S. Job Seekers. In support of the LGBTQ people who live and work in Austin, in 2023, the City of Austin scored 100 points out of 100 on the Municipal Equality Index from the Human Rights Campaign. Additional awards include #2 Best Cities for Veterans to Live by WalletHub 2023; Overall Rank of #2 in the Top 10 Metro Areas for STEM Professionals by WalletHub (Released in January 2023).





About Austin

Austin attracts many visitors with its live music events. It's one of the top things to do in Austin, though there's music to enjoy throughout the year – not only during the South by Southwest and Austin City Limits festivals. As the “live music capital of the world,” Austin serenades the community with live music in the airport terminal, on the downtown streets, and at about 200 venues. Museums in town include The Contemporary Austin, the Blanton Museum of Art, and the Mexic-Arte Museum. Austin offers many community centers, gardens, parks, libraries, churches, synagogues, temples, and other houses of worship and contemplation.



Emerging as a player on the international scene, Austin is well known for its diverse events such as the Austin Marathon, Rodeo Austin, Austin Urban Music Festival, Blues on the Green, Austin Pride Festival, Austin Trail of Lights, SXSW, Austin City Limits, and Formula 1. The city is home to notable employers such as the State of Texas, Apple, the University of Texas, Samsung, Austin Semiconductor, Dell Technologies, Oracle, Meta, IBM, Tesla, Google, Applied Materials, St. David's Medical Center, Indeed, Emerson, and Ascension Seton Health.



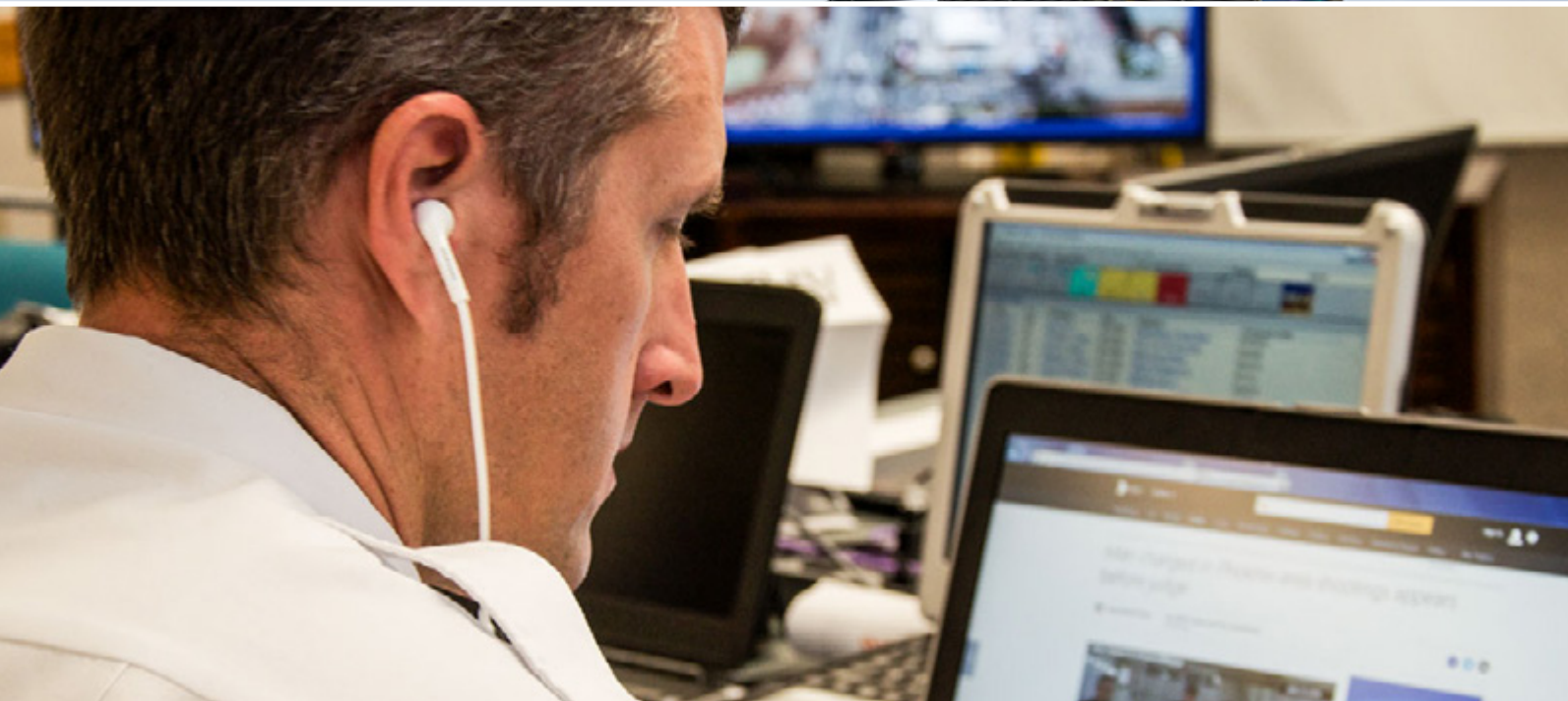
Located at the edge of the Texas Hill Country -- rolling terrain of limestone bluffs, springs, rivers, and lakes -- Austin's climate is ideal for year-round jogging, cycling, hiking on the city's many trails, or swimming at Barton Springs or one of the area's many other swimming holes. There are several excellent golf courses in the area, as well as opportunities for rowing, kayaking, canoeing, camping, rock climbing, disc golf, mountain biking, fishing, and more. Austin has something for everyone.

Austin City Government

The City of Austin is a progressive, full-service municipal organization operating under the Council-Manager form of government. Austin's mayor is elected from the city at large, and ten council members are elected from single-member districts. Terms of the mayor and council members are four years, and terms are staggered so that a general election is held every two years, with half the council being elected at each election. Term limits for the mayor and council members provide for two consecutive four-year terms. The City Council is responsible for appointing the City Manager, who is the Chief Administrative and Executive Officer of the City, City Clerk, City Auditor, Municipal Court Judges, and the Municipal Court Clerk.

To learn more about the dynamic City of Austin, visit austintexas.gov.





The Office of Homeland Security & Emergency Management

The City of Austin's Office of Homeland Security and Emergency Management (HSEM) leads emergency preparedness, response and recovery for emergencies. The Office partners with public stakeholders and local, state, and federal organizations and agencies to ensure a coordinated and resilient response, safeguarding the Austin community through preparedness, unified action, and rapid recovery when it faces its greatest challenges. The HSEM Office envisions Austin becoming a more resilient city through disaster preparedness and education, because a resilient community is a prepared community. Services are provided with an annual budget of \$6 million and a staff of 24, including an HSEM Assistant Director.

HSEM collaborates with public safety partners for special events in Austin and Travis County. In Fiscal Year 2023 (FY23), HSEM developed 287 incident-specific plans that integrated communication capabilities among multiple agencies and organizations during 558 days of special events. These include headline events such as South by Southwest (SXSW), Austin City Limits Music Festival (ACL), and Formula 1 Races, as well as a host of smaller events. During major events, HSEM supports the set up and management of Event Operations Centers for extended periods.

HSEM shares information about these special events with the US Department of Homeland Security to determine the jurisdiction's Special Event Assessment Rating (SEAR). The SEAR rating serves as a tool to evaluate the level of threat associated with each event. These ratings, in turn, open avenues for federal support and funding opportunities at the local level.

\$ 6M
Operating Budget

24
Employees

The Position

Reporting to an Assistant City Manager, the position is responsible for leading, managing and directing all City of Austin Office of Homeland Security and Emergency Management (HSEM) activities, as well as implementing the preparedness cycle to ensure the City's continuous improvement in preparing for and responding to incidents, emergencies, crises, and disasters. The position provides administrative and budgetary direction and ensures the effective and efficient operation of HSEM programs. Key responsibilities include:

- Directing City-wide operations across all phases of emergency management to ensure preparedness, mitigation of risk, and efficient and effective response and recovery.
- Overseeing the execution of City-wide emergency management programs, to include the development of departmental short and long-term planning goals and objectives for all-hazard mitigations, preparedness, response and recovery activities.
- Providing management and administration oversight of departmental staff and directing Emergency Operations Center (EOC) operations during activation.
- Overseeing the administration of the Homeland Security Grant Program/Urban Area Security Initiative (UASI) and coordinating with all applicable departments to ensure

grant allocations meet grant requirements and help fulfill gaps within the City's response capabilities.

- Promoting emergency preparedness in the community.
- Ensuring compliance with City, State, and Federal government rules and regulations.
- Overseeing and preparing HSEM's annual operating budget for submission to the City Manager.
- Leading the planning, organization, training, equipping, exercising, and evaluation of City departments, outside agencies, and stakeholders to ensure effective coordination during incident response and taking correction actions when and where necessary.
- Representing the department before the Mayor and Council, City departments, County, State and Federal officials, customers, professional associations, media, and the public.
- Serving on various taskforces, groups and committees within the City and region.





Ideal Candidate

The ideal candidate for the Director of HSEM will possess certain traits and experiences that will lead to success:

- The most competitive candidates will have demonstrated experience in planning, response, and recovery related to major disasters and large-scale special events in a population setting of one million people or more.
- Certified Emergency Manager designation or ability to obtain one within twelve months of hire.
- Effective communication skills and an understanding of the value and opportunity that communications offer to further emergency management and preparedness.
- A seasoned professional with experience and discernment which will provide political astuteness and credibility.

Qualifications

The following are the minimum requirements for the position:

Education: Graduation with a Bachelor's degree from an accredited college or university with major coursework in Emergency Management, Homeland Security, Public Administration, Business Management, Liberal Arts, or a related field.

Experience: Six years of progressively responsible work in public safety administration, with at least two years of which are in a managerial capacity.





Salary & Benefits

The salary range for the Director for Homeland Security and Emergency Management is **\$181,000 to \$191,000**, depending upon qualifications. The benefits package includes medical, dental and vision coverage, life insurance, compensated leave, short-term disability, and retirement benefits. The City is a member of the Proportionate Retirement Program. Optional benefits include supplemental life insurance, a 457 deferred compensation plan, long-term disability plan, and a legal plan.

Visit [Austin Employee Benefits](#) to learn more about the City's employee benefits.

Application & Selection Process

This position is considered open until filled, with a first review of candidates on **Monday, October 21, 2024**. To be considered for this position, candidates must submit a cover letter and résumé at:

www.mosaicpublic.com/careers

Information submitted for consideration may be made available to the public in compliance with the Texas Open Records Act. Interested candidates are encouraged to contact one of the recruiters below before submitting materials.

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Chief Greg Nelson (ret.) | greg@mosaicpublic.com | (916) 550-4100

Chief Bryan Noblett (ret.) | bryan@mosaicpublic.com | (916) 550-4100

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. For assistance, please contact 512-974-3210 or Relay Texas 7-1-1.

The City of Austin is an Equal Opportunity Employer.

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